

Rec'd 21 July

<b>TRANSMITTAL SLIP</b>		<b>DATE</b> 20 July 83	
<b>TO:</b> DDA			
<b>ROOM NO.</b>		<b>BUILDING</b>	
<b>REMARKS:</b>			
<b>FROM:</b>		C/AG/O/Compt	
<b>ROOM NO.</b>	<b>BUILDING</b>	<b>EXTENSION</b>	

FORM NO

REPLACES FORM 36-8

(47)

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DD/A Registry

83-1833

20 July 1983

MEMORANDUM FOR: Deputy Director for Administration

FROM: [REDACTED]

Chief, Administration Group, Office of  
the Comptroller

SUBJECT: DDA Briefings for OMB Examiner

Harry,

As indicated during your brief introduction on 30 June to Doug Olin, our new OMB examiner, we need to set up some briefings on the DDA.

Attached for your consideration is a suggested schedule. As you may know, a briefing on Commo has already been arranged for Friday morning, 22 July. This was scheduled to give Doug a bit of background on Commo [REDACTED]

We have not yet arranged any of the DDA briefings -- except for Commo. If you feel that we are suggesting too little or too much time, please make whatever adjustments are appropriate. Please confirm the date and time for briefings, including alternate locations if necessary, and get back to us at your earliest convenience. Doug asked that we not schedule anything on Wednesday, and prefers to have his briefings in the afternoons.

Mr. Olin's primary interest at this time is finding out as much as possible about the Agency in advance of the Hearings on our 1985 Program which will take place in the late September/October 1983 period. The DDA office briefings should be designed to familiarize Doug with the various support activities, and should focus in general on what the DDA program is all about. If your offices wish to deal with resources during these briefings, the 1984 program -- not the 1985 program -- should be used. I would think that programmatic -- as opposed to budget -- briefings would be most useful for the purpose to be served, but we leave this up to you.

A brief statement on Mr. Olin's background is attached for your information and that of your offices.

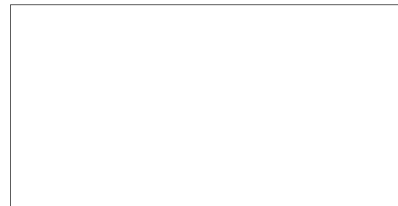
Both [REDACTED] and I plan to attend the briefings and will be glad to provide whatever assistance we can in educating

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Doug on the DDA and answering his questions. Please give me a call if you have any questions or comments on the suggested briefings or schedule.



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Attachments:  
as stated

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